



Department of Human Resources  
311 West Saratoga Street  
Baltimore MD 21201

## FIA INFORMATION MEMO

Control Number: # 15-27

Effective Date: Immediately

Issuance Date: May 5, 2015

**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES  
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT  
FAMILY INVESTMENT SUPERVISOR AND ELIGIBILITY STAFF**

**FROM: ROSEMARY MALONE, EXECUTIVE DIRECTOR**

**RE: QUARTERLY BRIEFING SCHEDULE**

**PROGRAM AFFECTED: ALL PROGRAMS**

**ORIGINATING OFFICE: OFFICE OF PROGRAMS**

### **SUMMARY:**

On February 4, 2015, the Family Investment Administration, Bureau of Policy, Research and Training (PRT) held the first online quarterly policy briefing. We conduct the Quarterly Policy Briefings to reinforce information in FIA's Action Transmittals, Information Memos, CARES bulletins and other policy guidance issued from the DHR central office.

The quarterly briefings for 2015 will be held the **third Thursday of the second month of each calendar quarter: May 21, August 20, and November 19. We anticipate that the first quarterly briefing for 2016 will be held February 18, 2016.** We will send a reminder prior to each quarterly briefing and we will have a registration link on FIPNET/The Hub a week prior to the quarterly briefing.

Each briefing will feature an introduction by the PRT Director, then a review of all guidance issued, followed by an update/preview of things to come, a question and answer session and a guest speaker. The speaker will be relevant to the quarterly theme or priority policy item that leads our agenda.

The online format allows for larger numbers of people to participate using telephone and computer technology, however it makes traditional question and answer sessions logistically difficult. To help us respond to all of your questions and concerns, we encourage those with policy questions to email them in advance of the call to Marilyn Lorenzo (marilyn.lorenzo@maryland.gov). We will select questions sent in advance to discuss on-air and reply to those we cannot address via email within one week of the quarterly call. We also encourage those who may listen to the broadcast after the

original air date to email questions as well and PRT will respond to your questions electronically. Please be sure to refer to the original date of the conference call in the subject line of your question if you are asking about a prior quarterly call. We will also publish all questions and answers on Knowledge Base.

**INQUIRIES:** Please direct Food Supplement questions to Rick McClendon at 410-767-7307 or [rick.mcclendon@maryland.gov](mailto:rick.mcclendon@maryland.gov), TCA questions to Fatmata Khella at 410-767-7956 or [fatmata.khella@maryland.gov](mailto:fatmata.khella@maryland.gov), and TDAP questions to Michelle Green at 410-767-7944 or [mgreen@maryland.gov](mailto:mgreen@maryland.gov). Please direct Public Assistance to Adults (PAA) questions to Jeffrey Peterson at [jeffrey.peterson1@maryland.gov](mailto:jeffrey.peterson1@maryland.gov) or 410-767-7889 or to Vera Lynch at 410-767-7953 or [vera.lynch@maryland.gov](mailto:vera.lynch@maryland.gov).

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